

4 month reporting date 7/20/07
8 month reporting date 11/20/07
12 month completion date 3/20/08

Redfield School District Improvement Plan/Progress Report Form

Scheduled Date of Completion:

Principle 1 General Supervision

Present levels: (Statement of present levels of performance that resulted in area of non-compliance)

ARSD 24:05:16:01. Comprehensive system of personnel development.

ARSD 24:05:16:05. Staff development component in school district's comprehensive plan.

ARSD 24:05:16:08. Content of personnel needs assessment.

ARSD 24:05:16:16.01. Paraprofessionals and assistants.

The monitoring team determined through interviews with paraprofessionals, general education teachers, special education teachers and administrators, professional development opportunities are not available to all staff. Staff indicated very little or no information is available and some staff reported they are not aware of the process for requesting attendance at a workshop, inservice or other staff development activity. Some district staff indicated they were not provided with an opportunity to complete a needs assessment survey.

Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families.

1. The district will provide professional development for all staff including administrators, paraprofessionals and related service providers in the areas of evaluation process, eligibility determination, IEP and modifications and accommodations.

2. The district will ensure a process for distributing information about professional development activities and an application for professional development activities. The application should specifically state the responsibility of the district for costs incurred by district staff.

Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. **(Multiple goals may be identified for each principle.**

Please complete a new sheet for each goal.)

The district will ensure and provide professional development for all staff.

Short Term Objectives: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	Record Date Objective was Completed
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<p>1. What will the district do to improve? The district will provide information regarding staff development activities to all staff, paraprofessionals and related services providers regarding the evaluation process, eligibility, IEP and modifications and accommodations.</p> <p>What data will be given to SEP to verify this objective? The district will send SEP a copy of the agenda and a list of staff attending the training.</p>	November, 2007	Principals	(completed by SEP)
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			
<p>2. What will the district do to improve? Staff development information will be shared with all staff including paraprofessionals. The district will pay for registration, and provide a van for their use and lodging if needed.</p> <p>What data will be given to SEP to verify this objective? The district will submit a list of person attending staff development activities. The list will include the type or name of training, dates, times and a list of who attended.</p>	November, 2007	Principals and In-service committee	
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			

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Present levels: (Statement of present levels of performance that resulted in area of non-compliance)

ARSD 24:05:22:03. Certified child..

The monitoring team concluded 4 students were placed on the child count under the wrong disability category. The evaluation information did not support the disability category on the 2005 child count. A student was listed on the child count as 510 mental retardation, evaluation information supported specific learning disability. A student was listed on the child count as 505 severe emotionally disturbed, evaluation information supported mental retardation. In another file, the student was listed as 525, specific learning disability and the evaluation information in the student files supported mental retardation. A student was listed on the 2006 child count as multiple disability, 530 (510,550), the evaluation report suggested autism however, an autism evaluation was not administered and the multidisciplinary team report dated (1-8-07) indicated 530 (510,550 and 555).

Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families.

The district will ensure evaluation information supports the disability category listed on the child count.

Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. **(Multiple goals may be identified for each principle.**

Please complete a new sheet for each goal.)

The district will use current evaluation information to determine the proper disability category.

Short Term Objectives: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	Record Date Objective was Completed
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<p>1. What will the district do to improve? Special education staff will determine evaluation information necessary for placing a student in a disability category. Staff will send a prior notice for evaluation/consent for any additional evaluation information needed. The district will complete the evaluation and provide prior notice for a meeting. The team will then decide the disability category and complete the multidisciplinary team report. The information will be documented on a SIMS form indicating what disability exists. This form will be provided to the person completing the SIMS information and correct category will be placed on the child count.</p> <p>What data will be given to SEP to verify this objective? The district will follow procedures and submit a list of the students referred to in the findings of the onsite review. Submit a chart with the four students, DOB, date of meeting to make changes and the category number.</p>	Immediately	Special education staff and SIMS coordinator	(completed by SEP)
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			

Principle 3: Appropriate Evaluation
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Present levels: (Statement of present levels of performance that resulted in area of non-compliance)

ARSD 24:05:25:04. Evaluation procedures.

ARSD 24:05:27:03. IEP team to determine related services.

ARSD 24:05:27:04. Determination of related services.

Through staff interviews and file reviews, the monitoring team determined occupational therapy services are not consistent the amount of time documented in the student files. Evaluation reports and progress notes were not available in student files and services are not provided according to the student IEP. For students at Turtle Creek, occupational therapy observations were reported, however, no standardized test was administered and scored to determine the need for occupational therapy.

The monitoring team determined psychological report information was not brought forward on the prior notice for students who have at least two previous psychological tests in the file containing scores within the same ability range. The files showed students were not evaluated in all areas of suspected disability and parents were not given prior notice of all evaluation information utilized for eligibility determination for students at Turtle Creek.

The monitoring team reported a comprehensive evaluation was administered and the results showed autism AXIS I, however, no autism evaluation was listed on the prior notice nor was it administered.

The monitoring team reported functional assessment needs to provide relevant information that directly assists persons in determining the educational needs of the student. The monitoring team concluded files of students at Turtle Creek did not include functional assessment necessary for educational planning needs.

Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families.

The district will use reliable, valid, standardized assessment instruments to develop evaluation reports. Evaluation reports and progress notes must be included in student files. Occupational therapy services must be provided to identified students as stated on the IEP.

The district will utilize a process for the determination of necessary evaluation data. This information must be documented on the prior notice/consent to inform parents and notify team members of their responsibility in assuring all necessary evaluations are administered.

The district will ensure the evaluation process meets the minimum requirements including functional assessment.

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Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. (Multiple goals may be identified for each principle. Please complete a new sheet for each goal.) The district will develop evaluation reports using reliable, valid standardized assessment instruments, functional assessment, progress reports and provide services as stated on the student's IEP.			
Short Term Objectives: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	Record Date Objective was Completed
1. What will the district do to improve? Staff including OT and PT have be informed they are to use valid and reliable standardized assessments tools. The OT will provide services as indicated on the IEP. What data will be given to SEP to verify this objective? The district will review files completed since the onsite review and report the number of files reviewed and the number completed correctly. The district will observe OT services and submit a chart with student name, amount of service stated on the IEP and the amount of service provided.	August and November	Principal	(completed by SEP)
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			

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<p>2. What will the district do to improve? The district will cross check the prior notice for evaluation and the evaluation report to determine if necessary evaluation data is reported.</p> <p>What data will be given to SEP to verify this objective? The district will submit the number of files reviewed since the onsite review and the number of them containing the necessary evaluation data.</p>	<p>August and November.</p>	<p>Director of special education and supervisors.</p>	
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			

<p>Principle 4: Procedural Safeguards</p>
<p>Present levels: (Statement of present levels of performance that resulted in area of non-compliance) ARSD 24:05:30:15. Surrogate parents.</p> <p>The monitoring team determined through staff interview, the district does not have a list of potential surrogate parents.</p>
<p>Desired Outcome(s): Through systemic change, the district/agency will achieve these results for students with disabilities and their families. The district will develop and maintain a list of potential surrogate parents and provide surrogate parent training.</p>

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Measurable Goal: The district/agency determines what goals are appropriate given the areas of difficulty. There must be a direct relationship between the goal(s) and the needs identified in the present levels. **(Multiple goals may be identified for each principle. Please complete a new sheet for each goal.)**
The district will have a list of surrogate parents to choose from when parental rights have been terminated or a parent cannot be located.

Short Term Objectives: Include the specific measurable results that will be accomplished and the criteria that will be used to measure the results.	Timeline for Completion	Person(s) Responsible	Record Date Objective was Completed
<p>1. What will the district do to improve? The district will develop a list of surrogate parents and provide training.</p> <p>What data will be given to SEP to verify this objective? The district will submit a list of potential surrogate parents, training dates and a list of those attending.</p>	Prior to June, 2007	Principals	(completed by SEP)
Please explain the data (4 month)			
Please explain the data (8 month)			
Please explain the data (12 month)			